

## REGISTRATION OF PRINTERS

Name of company:

Mailing address:

City, State, Zip:

County in which business is located:

Date of registration:

Name of company contact <sup>1</sup>:

Telephone number of company contact: (     )

Names and telephone numbers of sales representatives:


(If you have more than four sales representatives, attach additional list of sales representatives.)

Type(s) of materials you will print (check as many as appropriate):

- |    |                          |                         |    |                          |                           |
|----|--------------------------|-------------------------|----|--------------------------|---------------------------|
| 1. | <input type="checkbox"/> | Paper ballots           | 5. | <input type="checkbox"/> | AVM machine strips        |
| 2. | <input type="checkbox"/> | Optical scan ballots    | 6. | <input type="checkbox"/> | Shoup machine strips      |
| 3. | <input type="checkbox"/> | Punch card ballots      | 7. | <input type="checkbox"/> | Election supply kits      |
| 4. | <input type="checkbox"/> | Punch card ballot label | 8. | <input type="checkbox"/> | Other (brief description) |

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Signature of Company Contact

See reverse side for instructions. See next page for registration of customers.

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<sup>1</sup> Give the name of the person who is actually in charge of the printing of ballots or the forms, and who will serve as the contact person between the printing company and the Secretary of State.

## REGISTRATION OF CUSTOMERS

Name of printing company: \_\_\_\_\_

Date: \_\_\_\_\_

(check one.)

- ☐ Original registration for customer
- ☐ Supplemental registration for customer <sup>2</sup>

Name of customer (political subdivision) you sell to (include separate registration page for each customer (i.e. county Democratic party, county Republican party, or the county):

Identify county (and party):

Name of customer contact:

Type of election: ☐ Primary ☐ Runoff ☐ General

Type of printing (check as appropriate) <sup>3</sup>

A. BALLOTS (check appropriate type of ballot):

- |  |   |
|--|---|
| 1. <input type="checkbox"/> Paper ballots      | 2. <input type="checkbox"/> Optical scan ballots    |
| 3. <input type="checkbox"/> Punch card ballot  | 4. <input type="checkbox"/> Punch card ballot label |
| 5. <input type="checkbox"/> AVM machine strips | 6. <input type="checkbox"/> Shoup machine strips    |

B. ELECTION FORMS (brief description):

OTHER (brief description:

C.

<sup>2</sup> If any information should change or additional services are provided after the original registration has been filed for a particular customer, indicate that this is a supplemental registration.

<sup>3</sup> If you are registering for a primary election, and the services will be different between the first primary and the runoff, indicate the election at which the service will be provided. For example, you may be printing AVM machine strips for the first primary and paper ballots for the runoff election. You will check both numbers 1 and 5 and indicate to which election each pertains.

## INSTRUCTIONS FOR REGISTRATION

**DO NOT** register with the Secretary of State if you only print ballots for city, school, or other types of elections other than the primary elections or November general elections for state and county officers.

**REGISTRATION IS NOT FOR A BID LIST.** The name of the printing company will be filed and information regarding the printing for the primary or general election will be mailed to you, as necessary.

The Texas Election Code requires you to register your printing company with the Secretary of State at least 60 days before each election at which you will be printing ballots or forms for the primary and/or general election for state and county officers.

If you do not have any contracts to print ballots or forms 60 days before the Republican or Democratic party in a primary election or for a county in the November general election, you may register with the Secretary of State without any customers. Once you secure a contract or order, you must immediately notify the Secretary of State of the name of the customer and the type of work you will be doing for that customer.

If you have your customer list on a computer, you may submit a computer printout in lieu of this form, as long as the printout contains the required information.

Mail registration forms to Secretary of State, Elections Division, P.O. Box 12060, Austin, TX 78711.